

Meeting Notes for June 8th

Technology Group

GILT 514

For tonight's meeting, we discussed the Tech Plan and how to divide the work up through group members.

We decided that Anna will be formatting and putting the document together from the group members contributions on the Google Doc.

Cover Sheet - Anna
Title Page - Anna
Table of Contents - Anna
Acknowledgements - Anna
Executive Summary (1pg.)-Dana
Vision Statement - Anna
Mission Statement - Anna
Demographics-Sonja
Committee Membership- Anna
General Introduction-Sonja
Data Collection, Analysis, and Reporting- Tori
Plan Preparations - Dana
Critical Issues
Public Relations - Sonja
Equipment - Anna/ Dana
Implementation - Anna
New and Emerging Technologies-Jill
Professional Development-Tori
Incentives/Reward System - Jill
Purchasing - Anna / Dana
Community Resources-Jill
Legal Aspects-Sonja
Curriculum, Instruction, and Evaluation-Sonja
Philosophy-Jill
Networking-Sonja
Maintenance- Tori
Special Needs Learners - Dana
Security-Tori
Community Involvement-Jill
Funding- Dana
Fine Arts - Dana
Support - Tori

Lifelong Learners-Sonja
Facilities-Tori
Other Critical Issues - Dana
14. Evaluation - Jill
15. Budget- Tori
16. Bibliography - Anna
17. Glossary - Anna
18. Appendices - Anna
19. Index - Anna

Above is how the work will be divided in our tech plan.

As a group we decided that on Monday 13th at 8:30 pm we will meet as a group. In that meeting, every group member will have 2-3 sections complete to share.

Our last group meeting will be on Friday, 17th at 5 pm to go over the entire tech plan. All members will have all the work done by this point. This will give our group the opportunity to fine tune anything that we need to before submission on Monday, 20th.